**Hemateyvi.S**

Majestic Orchard

No.14,Orchid Block, Third Floor,

No.1 Jeshwanth Nagar, Reddypalayam Road

Mogappair West, Chennai-600037

Mobile:+91 9080502225

E-Mail:hemmaa05@gmail.com

**CAREER OBJECTIVE**

.To secure a challenging position in a reputable organization to expand my learning, knowledge and

Skills

.Secure a responsible career opportunity to fully utilize my training and skills, while making a

Significant contribution to the success of the company.

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| **STRENGTH** |

* Flexible in adapting to new environment
* Hardworking
* Eager to achieve
* Decision making skills
* Creating ideas

**EXPERIENCE**

**HDFC Bank Limited Chennai** (2021 August -2021 November)

**Teller Authorizer Deputy Manager:**

* Handling Cash Authorization
* Customer Query
* Business (i.e. Savings Account , Term Deposit, Insurance, Import and Export )

**Current CTC: 5, 59,000 per Annum**

**Kotak Mahindra Bank Limited Chennai** (2014 September to 2020 April)

**Service Delivery Officer Branch Banking:**

* Solving customer compliant and Queries
* Servicing customer in Front office (Lobby Management)
* Cash handling
* Cross selling of TPP Products like Life Insurance, Mutual Funds.
* Account opening
* Term Deposit Booking

**Achievements:-**

* Life Insurance Contest Achieved level 4 in last three contests. (DARE)
* Trinity Account Hugama contest in account Opening

**Last CTC: 3, 25,000 per Annum (Employee ID: KMB52523)**

**INDUSIND BANK (From 2013 May to September 2014)**

**Client Service Manager:**

* Solving Queries raised by customers.
* MIS Checking (Monthly)
* Maintaining inward & outward register of clearing cheques
* Updating Account details to customer monthly
* Achieving monthly or quarterly target of account opening

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| **Educational Qualification** |

**Masters Degree** : **M.A.ECONOMICS** (2010-2013)

Class : First Class

Marks : 61.5%

Institution : Ethiraj College For Women (Autonomous), Chennai- 600 008.

University : University of Madras

**Under Graduation** : **B.A.ECONOMICS** (2008-2010)

Class : Second Class

Marks : 56.6%

Institution : Ethiraj College For Women (Autonomous), Chennai- 600 008.

University : University of Madras

**HIGHER SECONDARY** (2008)

Marks : 50.5%

Institution : SRI R.K.M Sarada Vidyalaya Model Higher Secondary School, Chennai-17

Board : Tamil Nadu State Board

**SECONDARY SCHOOL LEAVING CERTIFICATE** (2006)

Marks : 49%

Institution : SRI R.K.M Sarada Vidyalaya Model Higher Secondary School, Chennai-17

Board : Tamil Nadu State Board

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| **Regulatory course** |

IRDA : Qualified

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| **PERSONAL DETAILS** |

**Date of Birth : 01-May- 1990**

**Nationality : Indian**

**Linguistic Abilities : To read, write and speak Tamil & English**

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| **DECLARATION** |

I hereby declare that all the information furnished above is correct to the best of my knowledge.

Place : Chennai

Date :

**(HEMATEYVI.S)**